



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY M E M O R A N D U M

TO: Finance and Audit Committee Members

Michael Dylan Brennan, Mayor, City of University Heights
Armond Budish, County Executive, Cuyahoga County
Michael Dever, Director of Public Works, Cuyahoga County
James W. Dvorak, Commissioner, Geauga County
William D. Friedman, President and CEO, Cleveland-Cuyahoga County Port Authority
Kirsten Holzheimer Gail, Mayor, City of Euclid
Michael D. Gammella, Mayor, City of Brook Park
James R. Gills, P.E., P.S., Lake County Engineer
John D. Hunter, Mayor, Sheffield Village
William F. Hutson, Commissioner, Medina County
Joseph Koziura, Mayor, City of Lorain
Valarie J. McCall, Chief, Communications, Government & International Affairs,
City of Cleveland

FROM: Kirsten Holzheimer Gail, Chair

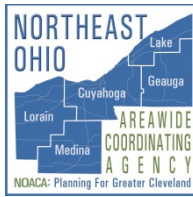
DATE: August 16, 2019

**RE: Finance and Audit Committee
Friday, August 23 from 8:30 a.m. to 10:00 a.m.**

**NOACA Offices
1299 Superior Avenue, Cleveland, Ohio**

Please note that in addition to the members listed above, any interested Board members are welcome to attend.

I look forward to seeing you on **Friday, August 23rd at 8:30 a.m. at the NOACA offices.**



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY
Friday, August 23, 2019, 8:30 a.m. – 10:00 a.m.
NOACA Offices
1299 Superior Avenue, Cleveland, Ohio 44114

FINANCE AND AUDIT COMMITTEE AGENDA

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Next Regular Meeting: ***Friday, November 8, 2019 at 8:30 a.m.***
NOACA Offices, 1299 Superior Avenue in Cleveland, Ohio

Agenda Item
No. 1

MINUTES



Finance and Audit Committee Meeting
May 10, 2019
NOACA Offices
1299 Superior Avenue, Cleveland, Ohio 44114

Present: Please see the attached attendance record.

Mayor Chase Ritenauer, Chair of the Finance and Audit Committee, convened the meeting at 8:45 a.m.

Meeting Minutes

A motion was made by Mayor John Hunter to approve the minutes of the Finance and Audit Committee meeting held on February 8, 2019. The motion was seconded by Mayor Michael Dylan Brennan. The motion passed by voice vote.

Public Involvement

No public comments were made at this meeting.

Chair's Report

Mayor Ritenauer announced that he will be stepping down from his position as the Mayor of City of Lorain.

Mayor Hunter wished Mayor Ritenauer well with his new career.

Executive Director's Report

Ms. Grace Gallucci thanked Mayor Ritenauer for his service to NOACA and his community and for the leadership he has demonstrated in the area of finance.

Ms. Gallucci reported on the following:

- NOACA received an Ohio Auditor of State Award for having a clean audit.

Ms. Gallucci thanked Ms. Billie Geyer for her work and the Finance and Audit Committee for its work and leadership.

- ODOT notified all MPOs that discretionary budgets will be restored using the increased funding from the motor fuel user fee.
- NOACA is accepting Congestion Mitigation and Air Quality (CMAQ) applications through May 31, 2019.

- Ohio's Transportation Review Advisory Council (TRAC) applications are being accepted through May 31, 2019. NOACA is offering assistance to communities looking to submit an application.

Chief McCall suggested that staff inform the communities about the TRAC application. Ms. Gallucci stated that Ms. Amy Stacy will send information to NOACA members, mayors, planners and engineers.

ACTION ITEMS

SFY 2020 Draft Overall Work Program (OWP)

Ms. Daila Shimek provided background on the OWP and reviewed the development schedule that will be presented to the Board for approval in June 2019.

Ms. Shimek highlighted the work activities that will be performed by NOACA's division units and she reviewed the following:

- SFY 2020 Operating Budget - \$8.2 million
- Pass-through funding - \$4.9 million (TLCI program - \$2.0 million and 5310 program - \$2.9 million)
- Staffing of 47 positions
- Budget assumptions (3% merit increases and 5% health insurance costs)
- Revenues (federal, state, and local)
- Budgets (employee benefits, training and professional dues, contractual services, other operating expenses, occupancy and equipment, capital outlay, and salaries/wages)
- Comparison of SFY 2019 to SFY 2020
- Budget by work activity

Ms. Shimek stated that public review would begin after staff receives a recommendation from the Finance and Audit Committee. She noted that pending Board approval, the final OWP and Budget will be sent to ODOT and federal agencies for approval.

Mayor Ritenauer asked staff to talk about the positions that need to be filled at NOACA. Ms. Gallucci said NOACA is looking to hire a modeler and long-range planners. She noted that one of the long-range planners will be in a leadership position.

Mayor Hunter asked if there is enough money in the budget to take care of the present staff and cover the increasing cost of healthcare benefits.

Ms. Gallucci stated that the budget includes the following: merit increases, which are given based on performance reviews; employee raises ranging between 0 - 4.5% (average 3%); rewards for staff who become certified planners or engineers; employee assistance program; and a gym membership match (50% of the fee or up to \$25 per month). Ms. Gallucci welcomed suggestions from the Committee on other benefits NOACA could provide its employees.

Mayor Ritenauer asked how many employees NOACA will have with the additional employees that will be hired in SFY 2020. Ms. Shimek said NOACA will have 44 employees and fringe benefits will account for about 1/3 of the employee-related expenses of \$470,000. Ms. Gallucci mentioned that NOACA has three floating vacancies.

Engineer Gills asked the maximum salary for the long-range planning positions. Ms. Gallucci said the minimum salary of the leadership long-range planning position is about \$95,000. She informed Engineer Gills that she could tell him the maximum salary of the position after the meeting.

Mr. Foley talked about the need to amp up the infrastructure for electric vehicle charging stations in the region.

Mayor Ritenauer asked staff to talk about the 5% increase in healthcare costs and what staff sees happening in the next 12-18 months. Ms. Billie Geyer stated that the increase is similar to prior increases and said she believed Lorain County may come up with more divisions / categories, which would lower some of NOACA's costs.

A motion was made by Mayor Hunter to recommend the SFY 2020 OWP and Budget to the Executive Committee. The motion was seconded by Chief Valarie McCall. The motion passed by voice vote.

Regional Strategic Transit Plan

Ms. Susanna Merlone reviewed the benefits of public transit and explained the goal of the Regional Strategic Transit Plan. She stated that a request for proposal (RFP) was released on March 8, 2019, closed on April 17, 2019, and two proposals were submitted to NOACA. Ms. Merlone also reviewed the evaluation criteria and noted that the selection committee determined that AECOM Technical Services, Inc. best met the selection criteria.

Ms. Merlone stated that pending Board approval, NOACA will enter into a contract with AECOM Technical Services, Inc., for an amount not to exceed \$148,916. She stated that the project will begin on or around July 1, 2019, and will end approximately on December 1, 2020.

A motion was made by Mayor Hunter to recommend the Regional Strategic Transit Plan to the Executive Committee. The motion was seconded by Mr. Foley.

Ms. Gallucci mentioned that 33% of NOACA's funding comes from the Federal Transit Administration (FTA) and noted that NOACA secured a grant through ODOT to cover the cost of the plan.

The Committee voted and the motion passed by voice vote.

Contract Amendment – Great Lakes Hyperloop Feasibility Study

Ms. Kathy Sarli presented information on the contract amendment for the Great Lakes Hyperloop Feasibility Study. She reviewed the project scope that includes the following phases:

- Phase 1: Project Objectives and Organization
- Phase 2: Site Reconnaissance and Preliminary Route Analysis
- Phase 3: Technical and Financial Feasibility
- Phase 4: Project Development Cost and Schedule

Ms. Sarli provided background on the partnership between NOACA and Hyperloop Transportation Technologies (HTT) and discussed the current contract with the consultant, Transportation Economics & Management Systems, Inc. (TEMS), on the feasibility study. Ms. Sarli reviewed the proposed amendment to the existing contract that includes an additional \$35,393 and

Pennsylvania being added to the route. She mentioned that the contract term would be extended to October 31, 2019.

A motion was made by Mayor Michael Gammella to recommend the contract amendment for the Great Lakes Hyperloop Feasibility Study to the Executive Committee. The motion was seconded by Mayor Brennan.

Mayor Hunter commented on the interest of other states looking to get involved in the Hyperloop. He said the Hyperloop is a great idea and noted that NOACA should stay at the forefront.

The Committee voted and the motion passed by voice vote.

LOR Avon Citywide Bicycle and Multi-use Path TLCI Study

Mr. Randy Lane provided background on the LOR Avon Citywide Bicycle and Multi-use Path TLCI Study. He stated that the sponsors received \$30,000 in TLCI funds in March 2018 and requested \$15,000 from the 2019 TLCI funding cycle, but was not recommended for funding as an independent project. NOACA staff met with the sponsors to get a better understanding of the regional context of needs. Mr. Lane stated that the total cost of the study area extension is \$20,000, so NOACA would increase its funding commitment to this project by \$15,000; Lorain County Metro Parks would provide the local match of \$5,000; the existing Avon TLCI consultant contract would be modified in scope and cost; and communities would partner in performance of the study. Mr. Lane noted that the increase would be funded utilizing savings from other TLCI projects and there would be no impact to other projects funded through the TLCI program or TIP.

Mr. Lane stated that upon Board approval, staff will amend the existing LPA agreement and the consultant contract for additional scope and funds, and continue to work with the communities and the consultant to ensure the completion of the TLCI study.

Ms. Gallucci mentioned that the request was brought up at a Board meeting during a discussion on the TLCI recommendations. She said there was a misunderstanding of whether the request was for a planning or implementation project, so staff did not approve it at that time. She noted that staff has since reviewed the project and corrected the issues.

A motion was made by Mayor Hunter to recommend the LOR Avon Citywide Bicycle and Multi-use Path TLCI Study to the Executive Committee. The motion was seconded by Mayor Brennan. The motion passed by voice vote.

Ms. Gallucci thanked Mayor Hunter and Mayor Bryan Jensen for submitting the request to NOACA. She noted that the path will be a regional asset.

Mayor Hunter thanked the Committee for its support and NOACA staff, Mayor Jensen and Mr. Jim Ziemnik for their assistance with this project. Mayor Hunter talked about the various connections to the trail.

Ms. Gallucci stated that had staff had a better understanding of the project, it would have been part of the original recommendation.

CUY North Royalton State Street Sidewalks TLCI Implementation

Mr. Lane stated that the City of North Royalton submitted to NOACA a request to have \$100,000 in TLCI funds transferred from State Road Sidewalks Phase II to State Road Sidewalks Phase I.

He noted that the transfer would increase the funding for Phase I to \$208,900 and reduce the funding for Phase II to \$0. Mr. Lane stated that pending Board approval, NOACA will coordinate with the city and ODOT to reprogram the funds.

A motion was made by Mr. Foley to recommend the CUY North Royalton State Street Sidewalks TLCI implementation to the Executive Committee. The motion was seconded by Mayor Hunter.

Engineer Gills asked if the project has been awarded. Mr. Lane said yes. Engineer Gills asked how the project was awarded if the bid came in 60% over the estimate.

Mr. Lane stated that ODOT's specifications do allow for a local agency to proceed on a local project with recognition and acknowledgment that they would fund the overage and in consideration of a correction to the original estimate. Mr. Lane stated that ODOT did not release the actual bid from the selected consultant, but it was probably close to the lowest bid of \$252,784.

Engineer Gills said it did not make sense for the sponsor to go out for bid knowing the estimate was high and they did not have the money. He said the sponsor should have asked for the money first and then go out for bid.

Mayor Hunter said the project needs to move ahead and funding has been set aside for both phases. He suggested that the sponsor talk to their engineer to find out why the bid missed by \$100,000 (40%). He stated that if Phase II is presented to the Committee for funding, he will take a strong look at it to make sure the figures are in line. He said he did not like the idea of a sponsor moving ahead with a project before getting approval.

Ms. Gallucci stated that staff spent a significant amount of time working with the City of North Royalton on this project. She noted that the city reviewed the local estimate as well as ODOT Central's estimate. She mentioned that ODOT Central used a number of cost indicators that were very different than what the city used to ensure that the facility would be built to a higher standard.

Ms. Gallucci mentioned that Mayor Robert Stefanik contacted NOACA early on when it appeared there could be a problem with the project. At that time, NOACA worked with ODOT Central and District 12 to resolve any issues. Ms. Gallucci stated that North Royalton is aware that if the NOACA Board does not approve the request, the city will have to pay for the project with local funds. She said North Royalton has not committed any funding from NOACA and is aware of the risks.

Engineer Gills stated that anyone who asks for federal funds knows they have to build the project to federal standards, which is more expensive. He said the sponsor should have reflected their estimates accordingly when applying for TLCI funds. He noted that sponsors have been submitting estimates to NOACA for years that have been ridiculously low.

Engineer Gills stated that the sponsor should not be allowed to transfer funds from Phase II to Phase I and NOACA should not allow the sponsor to come back later and ask for more money.

Mr. Lane mentioned that the project received a TLCI award in 2017. Since that time, NOACA has revised the TLCI procedures and requires that a stamped line item estimate from a professional engineer be attached to every TLCI application. Mr. Lane mentioned that NOACA staff has been working with the communities to get better estimates.

Ms. Gallucci mentioned that the sponsor received an award for both phases. She said the sponsor knows Phase II will not automatically receive more funds.

The Committee voted and Engineer Gills and Commissioner Dvorak voted no. The motion passed by voice vote.

Reports / Updates

The financial report and the Capital Programs Performance Measures Report were included in the meeting packet.

Old Business

Ms. Gallucci acknowledged the Finance and Audit Committee for its work and for recommending that NOACA take a stronger position on the gas tax issue. She mentioned that the resolution approved by the Board was sent to the state.

Ms. Gallucci talked about counties and municipalities in the region not getting their fair share of funding. She stated that NOACA staff will continue to testify before the state legislature on the funding needed for this region and the inequitable distribution of the current formulas.

New Business

No new business was discussed at this meeting.

Adjournment

Mayor Ritenauer stated that the next Finance and Audit Committee meeting will be held at the NOACA offices on August 9, 2019 at 8:30 a.m. There being no further business, the meeting was adjourned at 9:45 a.m.

PUBLIC INVOLVEMENT

**Agenda Item
No. 3**

CHAIR'S/EXECUTIVE DIRECTOR'S REPORT

**Agenda Item
No. 4**

ACTION ITEMS



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MEMORANDUM

TO: NOACA Finance and Audit Committee

FROM: Grace Gallucci, Executive Director

DATE: August 16, 2019

RE: **NOACA SFY 2021 – 2024 Draft Transportation Improvement Program Financials**

ACTION REQUESTED

The Finance and Audit Committee is asked to consider recommending this item to the Executive Committee as a component of the SFY 2021-2024 Draft Transportation Improvement Program (TIP) for placement on the Board of Directors' September 2019 agenda. Specifically, it would approve the financial plan for NOACA funded projects for the SFY 2021-2024 Draft TIP.

BACKGROUND/JUSTIFICATION

NOACA is developing its TIP for state fiscal years (SFYs) 2021 - 2024, which will be in effect from July 1, 2020 through June 30, 2024. The TIP will contain road, bridge, public transit, and other transportation projects scheduled for implementation within NOACA's five counties.

The TIP will include projects supported by federal funds controlled through ODOT and the Federal Transit Administration (FTA) or by other governmental agencies.

The TIP will also include projects to be funded with NOACA Surface Transportation Block Grant (STBG) funds, Transportation Alternatives Program (TAP) funds and also the sub-allocated Congestion Mitigation Air Quality (CMAQ) funds for SFYs 2021 through 2024.

Attached are tables summarizing the respective NOACA funding budgets, the current NOACA funding commitments and the recommended NOACA funding commitments for SFYs 2021 – 2024.

Each NOACA funding program summary shows the total available budget for each state fiscal year. The total available budget includes an estimated growth of 2% per year as received through the FAST Act and 10% additional funding estimated to be available due to project bids coming in under the estimated cost and project cancellations.

Each table also contains sub-totals for the projects or initiatives programmed for each SFY (tables are shown in Attachment 1). Those projects and initiatives include:

- Existing STBG, TAP, and CMAQ projects in the SFY 2018 - 2021 TIP;
- Existing debt service for projects approved for State Infrastructure Bank (SIB) financing;

- New projects recommended for NOACA STBG, TAP, and CMAQ funding (recommended for approval by the Planning and Programming Committee at its July 12, 2019 meeting);
- Transportation for Livable Communities Initiative for SFYs 2021 through 2024; and
- Debt service for two projects recommended for SIB or other innovative financing:
 - CUY ROCKSIDE RD BRIDGES, Cuyahoga County Dept. of Public Works
 - CUY THRIVE 105 (CUY E. 93rd St. and E. 105th St. Improvements)

As a result of concern over excessive reliance on SIB financing as a method of project financing, the Board approved a policy that limits total debt service to no more than 50% of annual capital program allocations. The percentage of the annual STBG program allocation committed to debt service in the SFY 2018 - 2021 TIP will peak at 34% in SFY 2020 and remain below that level throughout the SFY 2021-2024 TIP.

Additional funding may become available after TIP approval as a result of positive true-up of program budgets by ODOT, or when existing projects are delayed, completed below budget, or adjusted for actual realized material and/or labor quantities.

In accordance with the Board approved approach to the expenditure of new funding that becomes available for the TIP, funding would be prioritized in accordance with one, or a combination, of the following approaches:

1. Reduce planned debt requirements
2. Advance future TIP project(s)
3. Reserve for potential project cost increases
4. Fund new projects from the long-range transportation plan

The projects recommended for NOACA funding were recommended for approval by the Planning and Programming Committee at its July 12, 2019 meeting. These NOACA project funding recommendations will be presented to the Executive Committee at its August 16, 2019 meeting and, with their concurrence, will be presented to the NOACA Board of Directors at its September 13, 2019 meeting for approval.

FINANCIAL IMPACT

There is no financial impact at this time.

CONCLUSION/NEXT STEPS

Upon Board approval, staff will work with project sponsors to finalize project scope, schedule and budget for incorporation into the draft SFY 2021-2024 TIP, along with non-NOACA funded projects. The final draft SFY 2021-2024 TIP will be presented to the Planning and Programming Committee for recommendation at its January 17, 2020 meeting and to the Board of Directors at its March 13, 2020 meeting for approval.

Attachments: 2021-2024 TIP NOACA Program Tables

GG/em/8231c

NOACA 2021-2024 CAPITAL PROGRAM BUDGET SUMMARY

STBG PROGRAM	2021	2022	2023	2024	TOTAL
TOTAL ESTIMATED BUDGET *	\$46,430,480	\$35,742,431	\$36,385,744	\$37,041,923	\$155,600,578
PROJECT COMMITMENTS					
EXISTING 2018-2021 TIP PROJECTS	\$1,122,288				\$1,122,288
EXISTING DEBT SERVICE	\$10,116,988	\$9,292,433	\$9,336,898	\$9,382,710	\$38,129,029
NEW TIP PROJECT RECOMMENDATIONS	\$32,411,461	\$23,613,501	\$26,727,260	\$25,597,039	\$108,349,261
TLCI (STUDIES AND IMPLEMENTATION GRANTS)	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$8,000,000
PLANNED DEBT-SERVICE (ROCKSIDE RD BRIDGES)	\$0	\$0	\$0	\$0	\$0
TOTAL COMMITMENTS	\$45,650,737	\$34,905,934	\$38,064,158	\$36,979,749	\$155,600,578
BALANCE	\$779,743	\$836,497	(\$1,678,414)	\$62,174	\$0

* Estimated budget includes a projected growth of 2% per year as received through the FAST Act and 10% additional funding estimated to be available due to awarded projects coming in under budget and cancellations.

TA PROGRAM	2021	2022	2023	2024	TOTAL
TOTAL ESTIMATED BUDGET *	\$3,503,491	\$3,566,561	\$3,630,892	\$3,696,510	\$14,397,454
PROJECT COMMITMENTS					
EXISTING 2018-2021 TIP PROJECTS	\$1,395,000	\$1,500,000	\$0	\$0	\$2,895,000
NEW TIP PROJECT RECOMMENDATIONS	\$1,682,304	\$1,500,000	\$3,000,000	\$5,238,275	\$11,420,579
TOTAL COMMITMENTS	\$3,077,304	\$3,000,000	\$3,000,000	\$5,238,275	\$14,315,579
BALANCE	\$426,187	\$566,561	\$630,892	(\$1,541,765)	\$81,875

* Estimated budget includes a projected growth of 2% per year as received through the FAST Act and 10% additional funding estimated to be available due to awarded projects coming in under budget and cancellations.

STATEWIDE CMAQ PROGRAM	2021	2022	2023	2024	TOTAL
TOTAL ESTIMATED BUDGET	\$18,013,739	\$19,810,000	\$12,833,000	\$18,299,730	\$68,956,469
PROJECT COMMITMENTS					
EXISTING 2018-2021 TIP PROJECTS	\$17,163,739	\$18,960,000			
NOACA AIR QUALITY PLANNING	\$850,000	\$850,000	\$850,000	\$850,000	\$3,400,000
NEW TIP PROJECT RECOMMENDATIONS			\$10,783,000	\$15,149,730	\$25,932,730
PLANNED DEBT-SERVICE (THRIVE 105 IMPROVEMENTS)			\$1,200,000	\$2,300,000	\$3,500,000
TOTAL COMMITMENTS	\$18,013,739	\$19,810,000	\$12,833,000	\$18,299,730	\$68,956,469
BALANCE	\$0	\$0	\$0	\$0	\$0

TOTAL BALANCE	\$1,205,930	\$1,403,058	(\$1,047,522)	(\$1,479,591)	\$81,875
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NORTHEAST OHIO AREA WIDE COORDINATING AGENCY

MEMORANDUM

TO: NOACA Finance and Audit Committee

FROM: Grace Gallucci, Executive Director

DATE: August 16, 2019

RE: **State Fiscal Year 2019 Overall Work Program Completion Report**

ACTION REQUESTED

The Committee is asked to consider recommending this item to the Executive Committee for placement on the Board of Directors' September 2019 agenda. Specifically, this item approves [NOACA's State Fiscal Year \(SFY\) 2019 Overall Work Program \(OWP\) Completion Report](#). The activities outlined in this work program occurred between July 1, 2018 and June 30, 2019. ODOT requires a Board-approved Completion Report by September 30, 2019.

BACKGROUND

NOACA's many accomplishments during SFY 2019 were achieved through the leadership of its Board of Directors, the dedication of its Committees, and the contributions of staff.

Federal law requires that metropolitan planning organizations (MPOs) develop a unified planning work program each year that describes all federal-aid planning activities. In Ohio this work program is called the Overall Work Program (OWP). NOACA develops its OWP consistent with federal and state transportation and environmental planning guidance.

The completion report outlines staff activities as outlined in the SFY 2019 Overall Work Program (OWP). It also includes a year-end funding table. The report was prepared for NOACA funding agencies, the Federal Highway Administration (FHWA) and the Ohio Department of Transportation (ODOT).

The SFY 2019 OWP comprises 31 projects comprising 114 individual work products. NOACA spent 83 percent of funding in SFY 2019 to achieve an average project completion rate of 97 percent. Unspent Consolidated Planning Grant funds have been carried forward into the current fiscal year. A detailed project level table is attached.

FINANCIAL IMPACT

There is no financial impact associated with this document.

CONCLUSION/NEXT STEPS

Pending Board approval, the 2019 OWP Completion Report will be forwarded to state and federal officials for review.

ATTACHMENT: NOACA OWP Annual Completion Report SFY 2019 Summary of Expenditures

GG/ds/8232c

NOACA Annual Completion Report
SFY 2019 (7/1/18-6/30/19)
Summary of Status and Expenditures

Project No. and Name	Funding Source(s)	Original Budget	Y-T-D Expended	Balance	% Expended	% Complete	SFY 19 Project Status
1000 Local Activities	Local	\$53,519	\$61,540	-\$8,021	115%	100%	Complete
1011 AQ Public Educ & Outreach	CMAQ	\$167,968	\$128,512	\$39,456	77%	99%	In progress/behind schedule
1012 Local AQ Planning	CPG	\$89,458	\$80,253	\$9,205	90%	100%	Complete
1021 Local WQ Planning	Local	\$259,573	\$244,948	\$14,625	94%	100%	Complete
1022 604(B) WQ Planning	USEPA	\$50,267	\$50,267	-\$0	100%	98%	In progress/behind schedule
1023 Ohio EPA Biennium WQ Program	OEPA	\$75,000	\$75,000	\$0	100%	94%	In progress/behind schedule
6016 Enhanced Mobility (5310)	FTA	\$293,602	\$269,408	\$24,194	92%	100%	Complete
6020 TIP & Funds Management	CPG	\$637,529	\$567,381	\$70,148	89%	88%	In progress/behind schedule
6022 PPR & IGRC	CPG	\$45,996	\$49,342	-\$3,346	107%	100%	Complete
6050 Sub-Regional Corridor Transp Planning	CPG	\$70,074	\$78,005	-\$7,932	111%	100%	Complete
6051 Transit & Commuter Rail Planning	CPG	\$43,567	\$68,890	-\$25,323	158%	100%	Complete
6053 Freight Planning	CPG	\$80,471	\$89,778	-\$9,307	112%	100%	Complete
6055 Transp Operations Planning	CPG	\$393,798	\$311,530	\$82,268	79%	100%	Complete
6056 Congestion Management	CPG	\$23,699	\$21,357	\$2,342	90%	100%	Complete
6058 Transp Asset Mgmt	CPG	\$113,375	\$45,680	\$67,695	40%	100%	Complete
6101 Long Range Transp Plan	CPG	\$397,504	\$226,062	\$171,442	57%	94%	In progress/behind schedule
6103 Active Transp Planning	CPG	\$406,159	\$400,263	\$5,896	99%	100%	Complete
6104 Active Transp Infra Demo Project	State AT Grant	\$160,666	\$59,452	\$101,214	37%	100%	Complete
6105 Perm Bike & Ped Counter Program	State AT Grant	\$139,635	\$61,842	\$77,793	44%	100%	Complete
6152 GIS Data Collection & Mgmt	CPG	\$195,209	\$155,752	\$39,457	80%	100%	Complete
6153 Transportation Forecasting & Modeling	CPG	\$294,784	\$295,481	-\$697	100%	83%	Project deferred/delayed
6155 Regional Safety Program	CPG	\$349,180	\$342,797	\$6,383	98%	91%	In progress/behind schedule
6250 Regional Traffic Count Program	CPG	\$216,393	\$181,022	\$35,371	84%	100%	Complete
6252 Communications & Public Affairs	CPG, Local	\$608,890	\$621,405	-\$12,515	102%	98%	In progress/behind schedule
6254 TLCI	STBG/FHWA	\$294,504	\$273,581	\$20,923	93%	100%	Complete
6651 Signal Timing Corridor Program	CMAQ	\$968,164	\$559,871	\$408,293	58%	100%	Complete
6671 Rideshare	CMAQ	\$102,825	\$100,501	\$2,324	98%	100%	Complete
6740 Regional Transit Strategic Plan	State PR Grant	\$170,000	\$3,957	\$166,043	2%	97%	In progress/behind schedule
6741 Hyperloop Feasib Study	CPG, ODOT, OH Tpk, Cleve Fndtn	\$650,000	\$543,310	\$106,690	84%	75%	In progress/behind schedule
6950 Program Admin & Agency Compliance	CPG	\$594,048	\$500,744	\$93,304	84%	97%	In progress/behind schedule
6952 Overall Work Program	CPG	\$241,529	\$206,656	\$34,873	86%	100%	Complete
		\$8,187,386	\$6,674,587	\$1,512,799			



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MEMORANDUM

TO: NOACA Finance and Audit Committee

FROM: Grace Gallucci, Executive Director

DATE: August 16, 2019

RE: **Budget and Contract Amendment – Great Lakes Hyperloop Feasibility Study**

ACTION REQUESTED

The Committee is asked to consider recommending this item to the Executive Committee for placement on the Board of Directors' September agenda. Specifically, this action would amend the total project budget from \$650,000 to \$750,000, and amend the Transportation Economics & Management Systems, Inc. (TEMS) contract for The Great Lakes Hyperloop Feasibility Study in the amount of \$84,600.

BACKGROUND/JUSTIFICATION FOR CURRENT ACTION

The Board of Directors, through Resolution 2018-019, authorized a budget of \$600,000 and awarded a contract to Transportation Economics & Management Systems, Inc. (TEMS) for the development of The Great Lakes Hyperloop Feasibility Study. The Board of Directors also, through Resolution 2019-028, increased the contract to TEMS from \$550,092 to \$585,485 for the extension of the corridor from Youngstown to Pittsburgh. Since the last Board meeting, The Richard King Mellon Foundation has granted NOACA \$100,000 for further analysis of the Cleveland to Chicago and Pittsburgh corridor, which includes the analysis of an additional representative route to the Pittsburgh airport, station analyses in Cleveland, Chicago and Pittsburgh, modal split refinement, and project meetings.

A time extension to December 31, 2019 is needed to complete the additional work and outreach efforts.

FINANCIAL IMPACT

This project was budgeted for expenditure in FY 2019 for \$650,000 and is funded through revenues now totaling \$750,000 earmarked for the Hyperloop initiative from various partners of NOACA (Cleveland Foundation - \$200k, ODOT - \$250,000, Ohio Turnpike - \$100,000), the RK Mellon Foundation - \$100,000, as well as NOACA (\$100K). This action would increase the consultant contract from \$585,485 to \$670,085, and the total project budget from \$650,000 to \$750,000.

CONCLUSION/NEXT STEPS

Pending Board approval, NOACA will amend the budget, OWP and the contract with Transportation Economics & Management Systems, Inc. (TEMS).

GG/ks/8233c

PRESENTATIONS/DISCUSSION ITEMS



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MEMORANDUM

TO: NOACA Finance and Audit Committee

FROM: Grace Gallucci, Executive Director

DATE: August 16, 2019

RE: **SFY 2019 Capital Programs Performance**

ACTION REQUESTED

No action is requested at this time. This item is for information only.

BACKGROUND/JUSTIFICATION FOR CURRENT ACTION

Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds are provided to NOACA for capital improvement programs. Overall, NOACA receives approximately \$51 million annually that the Board allocates to transportation related projects in the region.

State Fiscal Year (SFY) 2019 concluded June 30, 2019. Staff will present final SFY 2019 capital programs financial summary and performance measures to the committee at its August 23, 2019 meeting.

FINANCIAL IMPACT

There is no financial impact.

CONCLUSION/NEXT STEPS

Staff will continue to inform the committee regarding the financial performance of NOACA administered funding programs.

GG/rl/8234c

**Agenda Item
No. 6**

REPORTS/UPDATES

NORTHEAST OHIO AREA WIDE COORDINATING AGENCY

FISCAL YEAR 2020 - FINANCIAL INFORMATION (As of July 31, 2019)

	FISCAL 2020 BUDGET	REVISIONS	BUDGET AS REVISED (A)	EXPENDED THROUGH 07/31/19 (B)	BUDGET REMAINING (A-B)	C TARGET BUDGET (YTD) (A/12)*1 mo.	PERCENTAGE OF TARGET (YTD) (B/C)	PERCENTAGE OF ANNUAL BUDGET (B/A)
STAFFING								
SALARIES	\$ 3,880,653		\$ 3,880,653	\$ 208,135	\$ 3,672,518	\$ 323,388	64%	5%
FRINGE BENEFITS	1,390,850		1,390,850	83,463	1,307,387	115,904	72%	6%
TRAINING & PROFESSIONAL DUES	81,165	0	81,165	1,068	80,097	6,764	16%	1%
	\$ 5,352,668	\$ 0	\$ 5,352,668	\$ 292,666	\$ 5,060,002	\$ 446,056	66%	5%
CONSULTING SERVICES								
CONSULTANTS	\$ 1,910,862	\$ 0	\$ 1,910,862	\$ 10,673	\$ 1,900,189	\$ 159,239	7%	1%
LEGAL SERVICES	25,000		25,000	0	25,000	2,083	0%	0%
AUDIT	18,000		18,000	0	18,000	1,500	0%	0%
	\$ 1,953,862	\$ 0	\$ 1,953,862	\$ 10,673	\$ 1,943,189	\$ 162,822	7%	1%
OTHER OPERATING EXPENSES								
ADVERTISING/RECRUITING/SPONSORSHIPS	\$ 54,700		\$ 54,700	2,850	\$ 51,850	\$ 4,558	63%	5%
SUPPLIES	84,345	0	84,345	1,638	82,707	7,029	23%	2%
POSTAGE	4,250		4,250	15	4,236	354	4%	0%
MEETING COSTS	41,138		41,138	63,439	(22,301)	3,428	1851%	154%
SOFTWARE	134,558		134,558	8,798	125,760	11,213	78%	7%
OUTSIDE REPRODUCTION	58,500		58,500	0	58,500	4,875	0%	0%
PUBLICATIONS	500		500	0	500	42	0%	0%
ACCOUNTING SERVICES	3,200		3,200	0	3,200	267	0%	0%
TRAVEL	65,490		65,490	643	64,847	5,458	12%	1%
REGIONAL COUNCIL DUES/MEMBERSHIPS	36,300		36,300	10,300	26,000	3,025	340%	28%
MISCELLANEOUS	19,400		19,400	0	19,400	1,617	0%	0%
INSURANCE	24,000	0	24,000	10,969	13,031	2,000	548%	46%
	\$ 526,381	\$ 0	\$ 526,381	\$ 98,652	\$ 427,729	\$ 43,865	225%	19%
OCCUPANCY & EQUIPMENT								
FURNITURE & EQUIPMENT/HARDWARE	\$ 94,505	\$ 0	\$ 94,505	\$ 0	\$ 94,505	\$ 7,875	0%	0%
CAPITAL OUTLAY	62,500	0	62,500	0	62,500	5,208	0%	0%
UTILITIES	71,500		71,500	4,890	66,610	5,958	82%	7%
BUILDING-RELATED EXPENSES	47,250		47,250	5,913	41,337	3,938	150%	13%
PARKING	1,500		1,500	14	1,486	125	11%	1%
TELEPHONE	18,300		18,300	1,260	17,040	1,525	83%	7%
EQUIPMENT LEASING	3,250		3,250	0	3,250	271	0%	0%
MAINTENANCE & REPAIR - Equip	28,900		28,900	1,209	27,691	2,408	50%	4%
	\$ 327,705	\$ 0	\$ 327,705	\$ 13,285	\$ 314,420	\$ 27,309	49%	4%
SUB-TOTAL	\$ 8,160,616	\$ 0	\$ 8,160,616	\$ 415,277	\$ 7,745,339	\$ 680,051	61%	5% *
PASS-THROUGH EXPENSES								
TLCI - FUNDED	\$ 2,354,000		\$ 2,354,000	\$ 0	\$ 2,354,000	\$ 2,157,833	0%	0%
FTA - NEW FREEDOM/5310 PROGRAM	4,309,380		4,309,380	240,650	4,068,730	3,950,265	6%	6%
SUB-TOTAL	6,663,380		6,663,380	240,650	6,422,730	6,108,098	4%	4%
TOTAL	\$ 14,823,996	\$ 0	\$ 14,823,996	\$ 655,926	\$ 14,168,070	\$ 6,788,150	10%	4% **

* The Agency has expended approximately 5 percent of the fiscal year 2020 operating budget.

** The Agency has expended approximately 4 percent of the fiscal year 2020 budget.

NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

CHANGE IN CASH POSITION JULY 2019

<u>DESCRIPTION</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u>
BEGINNING BALANCE JULY 1, 2019			\$ 146,142.11
FEDERAL TRANSIT AGENCY	72,327.00		
FREIGHT CONFERENCE	42,024.25		
NOACA DUES	4,258.00		
CLEVELAND FOUNDATION	0.00		
RK MELLON FOUNDATION	100,000.00		
ODOT/FHWA	381,785.85		
ENVIRONMENTAL PROGRAMS	0.00		
CRCPO	0.00		
ANNUAL MEETING	96.50		
INTEREST ON ACCOUNTS	0.00		
OHIO TURNPIKE	0.00		
TRANSFER FROM STAR OHIO	200,000.00		
TRANSFER FROM CITIZENS INTEREST CHECKING	215,000.00		
VENDORS		\$ 484,594.70	
PAYROLL		287,476.44	
TRANSFER TO TRISTATE CAPITAL - CDARS		0.00	
TRANSFER TO STARPLUS		0.00	
TRANSFER TO CITIZENS INTEREST CHECKING		175,000.00	
TRANSFER TO STAR OHIO			
ENDING JULY 31, 2019			\$ 214,562.57
TOTAL	\$ 1,015,491.60	\$ 947,071.14	

ADDITIONAL CASH BALANCES:

INVESTMENTS:

		<u>Return</u>
CITIZENS BANK MRA	\$ 5,000.00	0.00%
STAR OHIO	122,351.90	2.31%
STAR PLUS	364,443.45	2.47%
CITIZENS BANK INTEREST CHECKING	189,014.10	1.50%
TOTAL	\$ 680,809.45	

GRAND TOTAL \$ 895,372.02

Interest Earned in FY 2020 = \$ 1,639.49

NOACA MEMBER DUES - RECEIVABLES
As of July 31, 2019

	FISCAL YEAR 2019 DUES					
	Current Dues			Increase Amount		
	Payable July	Received	Receivable	Payable January	Received	Receivable
CUYAHOGA COUNTY						
Cuyahoga County	\$165,507	\$165,507	\$0	\$55,735	\$55,735	\$0
NEORS	34,843	34,843	0	11,734	11,734	0
GCRTA	34,843	34,843	0	11,734	11,734	0
Cleve-Cuy County Port Authority	34,843	34,843	0	11,734	11,734	0
City of Cleveland	51,304	51,304	0	17,277	17,277	0
Other Municipalities & Townships	114,201	114,201	0	38,455	38,455	0
Total Cuyahoga County	\$435,541	\$435,541	\$0	\$146,669	\$146,669	\$0
LORAIN COUNTY						
Lorain County Commissioners	\$42,038	\$42,038	\$0	\$14,156	\$14,156	\$0
Lorain County Engineers	14,354	14,354	0	4,834	4,834	0
Municipalities & Townships	46,140	46,028	112	15,538	15,450	88
Total Lorain County	\$102,532	\$102,420	\$112	\$34,528	\$34,440	\$88
LAKE COUNTY						
Lake County Commissioners	\$46,960	\$46,960	\$0	\$15,814	\$15,814	\$0
Lake County Engineers	15,654	15,654	0	5,272	5,272	0
Laketrans	15,654	15,654	0	5,272	5,272	0
Total Lake County	\$78,268	\$78,268	\$0	\$26,358	\$26,358	\$0
MEDINA COUNTY						
Medina County Commissioners	\$58,633	\$58,633	\$0	\$19,745	\$19,745	\$0
GEAUGA COUNTY						
Geauga County Commissioners	\$15,886	\$15,886	\$0	\$5,350	\$5,350	\$0
Geauga County Engineers	9,532	9,532	0	3,210	3,210	\$0
Geauga County Sanitary Eng	6,355	6,355	0	2,140	2,140	\$0
Total Geauga County	\$31,773	\$31,773	\$0	\$10,700	\$10,700	\$0
TOTAL FISCAL YEAR 2019	\$706,747	\$706,635	\$112	\$238,000	\$237,912	\$88

	FISCAL YEAR 2018 DUES		
	Invoiced	Received	Receivable
Lorain County	\$102,532	\$102,532	\$0
TOTAL FISCAL YEAR 2018	\$102,532	\$102,532	\$0

Capital Programs Performance Measures											
Measure		Description	Target	Trends			SFY 2019				
				2016	2017	2018	Q1	Q2	Q3	Q4	Year To Date
Program Delivery	% On-Time Project Implementation	Projects awarded within 30 days of commitment date	> 85%	76%	92%	80%	100%	100%	100%	80%	93%
	% Program Balance	NOACA funds programmed in the 4th Quarter	< 20%	36%	39%	48%	6%	8%	59%	56%	56%
Funding Utilization	% Estimate Accuracy*	Variance between estimate and implementation	+/- 10%	-12%	-11%	-11%	-5%	-10%	-7%	-15%	-12%
	% Funds Encumbered	Amount of SFY budget encumbered and outstanding	> 95%	96%	94%	94%	85%	108%	104%	87%	87%

Agenda Item
No. 7

OLD BUSINESS

**Agenda Item
No. 8**

NEW BUSINESS

Agenda Item
No. 9

ADJOURN

